

**EXHIBIT A**  
**Attached to**  
**ORDINANCE NO 320**  
**THE TOWN OF IGNACIO, COLORADO**

Section 3-8 of the Town Municipal Code is amended with revisions and reorganization to the entire section as follows:

**3-8 Downtown Design Guidelines <sup>1</sup>**

**Section 1**

**3-8-1 Introduction.**

The organization and association between individual buildings help to define and create the Town's identity, and has direct impacts on the levels of pedestrian and vehicular activity, as well as economic vitality. When architectural features (i.e., entrance location and spacing, window lines, signage and other architectural elements, of commercial buildings are proportionally balanced, the streetscape becomes more inviting for human interaction. Building facades can impact visual continuity, cohesiveness, legibility and aesthetic pride. The design of the facade can encourage shopping, increase a sense of security and safety, and generate pedestrian interaction. In Mixed Use zoned areas, where commercial and residential buildings exist, thoughtful consideration of scale, detailing, and material finishes, is necessary for achieving the desired streetscape setting and character.

**3-8-2 Purpose.**

The objectives of this section of the Municipal code is to preserve business and property values, encourage new business start-up, and induce a pedestrian friendly Downtown by defining Architectural styles and design standards that promote a harmonious, coordinated streetscape within the Central Business District.

Community residents are proud of their Southwest heritage, and have agreed that the central theme of the buildings along Goddard Avenue shall be designed to follow one or more of the "Southwest Styles" as described in section 3-8-11.

The Ignacio Central Business District exists along Goddard Avenue/ Highway 172, and is considered the commercial core of the town. It harbors a vibrant mix of activities that serve the needs of local residents and also appeals to an increasing visitor population.

The district is planned to be pedestrian-friendly with sidewalks existing from one end of the district to the other. There is ample "on street" and "alley access" parking which supports commercial activity.

This ordinance has been created to provide a base format of design options and standards for new building construction and remodels along Goddard Avenue; it also provides design parameters that will encourage owners to invest and improve their properties in a manner that contributes to the character and function of the district while meeting individual needs.

**3-8-3 Applicability.**

This ordinance applies to the Central Business District for new and existing structures along Goddard Avenue, from the north town limits to the south town limits and from East Alley to Central Alley, of Ignacio, Colorado. All new construction and remodels within this district shall comply with this ordinance and all associated sections of this code. This ordinance also applies to the maintenance of existing conforming and non-conforming structures and vacant lots abutting Goddard Avenue.

**3-8-4 Nonconforming Buildings and Structures**

Any building or structure, existing prior to these Guidelines, that lies within the Central Business District and not meeting the standards set forth in this ordinance, shall be considered nonconforming. Proposed additions, alterations, or changes of use shall serve to bring the existing nonconforming structure into or

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<sup>1</sup> Ordinance 228, April 13, 2005, Ordinance 251, November 14, 2007, Ordinance 278, January 12, 2010

towards compliance with this ordinance.

**Exception:** existing occupied and non-occupied residential structures may continue the residential use.

### **3-8-5 Criteria for Approval.**

Applications for construction within the Central Business District may be approved only if the proposed project complies with the standards within this ordinance or receives exceptions under 3-8-21.

### **3-8-6 Process<sup>2</sup>**

The Town of Ignacio Code Official shall receive all applications for construction within the Town limits. Applications are available online at the Town's web site: [www.townofignacio.com](http://www.townofignacio.com), and/or at Town Hall. All applications for construction shall include the following:

1. Name of the property Owner and/or business owner.
2. Owner(s) phone number.
3. **Address** of the proposed new construction,
4. Legal description of the property to be developed.
5. The Use or Occupancy of the proposed construction.
6. The General Contractor, if known, along with address and phone number.
7. The valuation of the proposed construction.
8. A complete set of Construction drawings of sufficient clarity to indicate the location, nature and extent of the work proposed, and show in detail that it will conform to the provisions of the adopted codes and relevant laws, ordinances, rules and regulations adopted by the Town of Ignacio.
9. Any other data or information requested/required by the building department.

The Code Official will review completed applications and all accompanying drawings for compliance with all applicable codes and regulations.

### **3-8-7 Action on Applications<sup>3</sup>**

All building permit applications for new construction and remodeling of exterior facades within the Central Business District shall be presented to the Planning Commission by Planning Staff, for review and acceptance. Upon receipt of a completed application including all associated documents, the Code Official will present the proposed project to the Planning Commission at the next regularly scheduled Planning Commission meeting. The Planning Commissioners shall agree on acceptance and/or recommendations for acceptance of the proposed project. The Planning Commissioners shall state by Motion for, acceptance, denial or conditional approval. If the project is denied by the Commissioners:

1. The applicant may resubmit the project, to the Code Official, with suggested changes incorporated into the design. Staff will present the redesigned project at the Planning Commissioners next meeting, or
2. The applicant may apply for a variance and follow the Board of Adjustment process as outlined in section 3-4-6.

If conditional approval is given by the Commissioners, a list of the specific conditions shall be attached to the application and included as an addendum to the building permit.

Upon Planning Commission approval, and when all associated fees have been paid, a building permit will be issued by the Code official and construction may begin.

The approved design will be announced to the Planning Commission and Town Board as part of staff's routine reporting. The final approved design is reported to the Town Board in staff's regular Planning Report to the Board.

Permits are valid for one (1) year from the date of issuance. All work is expected to be completed within one year unless other arrangements have been made. On written request, the Planning Staff can authorize a one-year extension. No building permit shall be issued after an approval has expired.

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<sup>2</sup> (Ord. 278, 1-12-10)

<sup>3</sup> (Ord. 278, 1-12-10)

### **3-8-8 Building Standards applicable to ALL STRUCTURES abutting Goddard Avenue**

The following standards are applicable to all new and remodeled structures fronting Goddard Avenue regardless of Architectural Style.

1. All new buildings to be constructed along Goddard Avenue shall be erected on a permanent foundation system as approved by the Planning department.
2. Building massing and proportions shall be sensitive to the human scale. New or remodeled structures shall design areas of building/human interaction, i.e., near ground level on large buildings, along street facades, entryways, etc. with sensitivity to building elements and human proportions.
3. Allowed exterior finish materials for all new and remodeled commercial buildings:
  1. Cementitious Stucco
  2. Synthetic Stucco
  3. Adobe or Adobe brick
  4. Earth Plaster
  5. Stone – real or cultured Drystack, Fieldstone, or River rock.

\*note: Aluminum, vinyl siding, metal panels, mirrored glass, exposed concrete block or Concrete are prohibited exterior finish materials unless an applicant requested variance is approved by the Planning Commission.

#### **4. Building Details**

- (a) Window and door space combined shall not exceed forty (40) percent of any publicly viewable elevation,
- (b) Doors on street fronting elevations of buildings and structures are recommended to have divided lights not exceeding thirty (30) inches in any dimension. Snap-in or applied mullions are permitted.
- (c) All new commercial structures shall comply with all applicable requirements of the most current version of the Americans with Disabilities Act (ADA) Title III, where applicable.

### **3-8-9 Building Scale and Massing**

Design consideration of building scale and massing help to establish the unique character and define the setting for the Central Business District. Smaller-scale buildings, or buildings perceived to be of a smaller scale, are more likely to create the atmosphere of a pedestrian friendly streetscape. Human-scaled buildings generally feel more comfortable and can create an experience that enhances the marketability and social interaction necessary for the success of commercial businesses. Buildings, and their associated architectural elements, should convey a sense of human scale and create a reinforcing relationship with the sidewalk, street, and pedestrians.

The height and scale of infill development and alterations to existing structures within the District should relate to and complement existing neighboring structures. New and remodeled structures should provide storefront windows, doors, entries, transoms, awnings, cornice treatments and other architectural features designed to complement existing and surrounding structures.

Buildings that extend greater than fifty (50) feet along the street-side(s) shall utilize appropriate techniques to break-up the plane of the continuous building line. For example, these techniques may include, but are not limited to architectural elements, i.e., windows, doorways, staggered walls, pilasters change in materials, etc.

### **3-8-10 Setbacks**

Newly constructed buildings abutting Goddard Avenue, shall be constructed up to the property line with allowance for minimal setback at intervals appropriate to the scale, proportions, and design of the new structure. Niches or pockets for seating are encouraged for long expansive wall frontage. Refer to section 3-5-7 for setback requirements

### 3-8-11 Architectural Styles and Building Elements

The following design standards are based on local and regional vernacular architecture applicable to building construction and remodeling along Goddard Avenue and the Central Business District. It is desired that all new construction and exterior remodeling within the Central Business District, incorporate one, or a mix, of the architectural styles and building elements outlined below into the design submitted to the Town Planning Commission for approval:

(1) Name: Territorial Southwest

(A) Characteristics:

1. Appearance of stucco, earth plaster or adobe exterior walls.
2. SQUARE parapets.
3. Framed windows, Victorian style.
4. Brick or decorative coping or parapet trim.
5. Square beam supports, instead of round.

(2) Name: Pueblo

(A) Characteristics:

1. Appearance of stucco, adobe or earth plaster on exterior walls.
2. ROUNDED parapets.
3. Windows and doors inset a minimum of two (2) inches, plaster covers the frame of the windows, located within three (3) feet from the corner of the building, unless within an enclosed porch.
4. Edges and corners shall be rounded.
5. Primary elevations shall be flat, varied by inset portals, projecting portals, projecting vigas or rafter tails, scuppers, flying buttresses and wooden lintels, and/or architraves and cornices.
6. Vertical posts are round.
7. Carved ornamentation.
8. Flat or slightly pitched roofs concealed behind parapets.

(3) Name: Mission Style

(A) Characteristics:

1. Simple, smooth stucco or plaster siding.
2. Broad, overhanging eaves
3. Exposed rafters
4. hipped or gabled tile roof
5. Roof parapets
6. Large square pillars
7. Twisted columns
8. Arched entry and windows
9. Covered walkways or arcades
10. Round or quatrefoil window
11. Restrained decorative elements consisting of tile, iron, and wood

( 4) Name: Ignacio

(A) Characteristics:

Adaptations of local existing built architectural elements.

### 3-8-12 Screening walls, Fences and Landscaping

Screening walls shall be predominantly constructed of the same materials and in the same style as the building. Styles may be approved if they are complementary to the building's style. Chain link and wire fencing is **not acceptable** for street facing fences.

The height of the wall or fence shall not obscure the building facade on street-side(s). Generally, this would

be considered as *no higher* than five (5) feet as measured from the bottom visible portion. All fences must follow town code with intersections requiring special considerations.

The appearance of the wall shall change every fifty (50) feet by six to eight inches (6-8”) to avoid an uninteresting plane. Landscaping on top of, or over a wall is encouraged.

Landscaping may be used as an alternative to a wall where a barrier or mitigation is required. The owner of the property shall be responsible to maintain installed landscaping in a manner that conforms to the purpose for which it was approved (as an example: as a barrier, a hedge might be used, but must not grow taller than 6 ft, the highest fence allowed by town code.)

### **3-8-13 Screening of Equipment and Appurtenances**

Equipment and appurtenances should be architecturally screened or integrated into the structure, color and design of the building. Equipment includes but is not limited to: Mechanical, electrical, telephone, satellite dish, solar and other energy-collecting equipment, chimneys, flues, vents, and skylights. Glare from any equipment must not cause a safety hazard to drivers passing by the building.

### **3-8-14 Murals**

Murals are governed by Ignacio’s sign code. (reference section 3-7)

### **3-8-15 Signs**

Signs are governed by Ignacio’s sign code. (reference section 3-7)

### **3-8-16 Exterior Lighting**

All exterior lighting shall utilize dark sky compliant light fixtures and shall be designed to direct light downward. Lighting is not permitted to spill beyond the project property lines more than 1 foot candle within 12” of the property line. Light fixture specifications and/or photometric studies may be required.

### **3-8-17 Exterior Building Colors**

Exterior building colors shall be limited to a palette of southwest colors available from the town hall or as approved by the Planning Commission. Earth tones with a non-glossy finish, and of relatively smooth texture are recommended. Building trim may be of complementary accent colors and glossy.

### **3-8-18 Parking**

Parking shall be provided behind or along-side all newly constructed or remodeled commercial buildings. Parking in front of the building is strongly discouraged, but may be appealed for extreme hardships.

**Exception:** existing, non-conforming buildings. In these cases, walls or fences as described in section 3-8-12 shall be constructed.

### **3-8-19 Minimum Maintenance Requirements**

All properties shall be regularly and properly maintained to prevent decay and deterioration, and kept free from structural defects by the property owner or other persons who may have legal custody and control of the property.

### **3-8-20 Variances**

A variance is a waiver to this ordinance. It requires a Board of Adjustment decision. A variance to current code requirements must meet the following requirements:

- (1) The variance will not damage the character of the district as outlined within these regulations, including their intent, which is to: **PRESERVE PROPERTY AND BUSINESS VALUES THROUGH HARMONIOUS OUTWARD APPEARANCE.**
- (2) The variance will strengthen the unique character of the town by providing a full range of design options that are appropriate to the downtown business zoned

district and fulfill the land use goals.

- (3) The variance is unique to special conditions and circumstances that are peculiar to the land or property involved and are not motivated by economic considerations.

The applicant must submit their reasons for the variance in writing. The staff will consider and write a pro and con statement for the variance. The Board of Adjustment variance process will be followed.

## Downtown Design Code

### Section 2

#### Words and Terms Defined.

**Addition:** Any expansion to an existing property that increases the height, floor area, or roofed area (including porches, portals, and ramadas).

**Alley:** Rear access lane paralleling Goddard Avenue.

**Adobe:** Dried block or coursing of dirt, clay, cement-modified earth, or other natural materials.

**Alteration:** Any change/addition to a building, structure, site, object, or landscape that modifies its features. Such changes include the removal of parts or features and reconstruction.

**Business location:** This is the physical location where a business license is posted.

**Cantilever:** A beam or structure projecting beyond the structural support.

**Corbel:** an architectural member that projects from within a wall and supports a weight; *especially:* one that is stepped upward and outward from a vertical surface

**Coyote Fence:** Branches wired together vertically to create a fence with a rustic appearance.

**Design Development Drawings:** Submittals drawn to scale that fully delineate the architectural characteristics of a site, building, or structure, but are not detailed enough to be considered working or construction drawings.

**Earth tone color:** Colors found in the earth in and around the Ignacio area..

**Elevation:** The vertical face of a building or structure often represented in drawings or photographs.

**Facade:** The characteristics of a building's face or structure that are delineated within its elevation.

**Human scale:** *The size or proportion of a building element or space, or article of furniture; relative to the structural or functional dimensions of the human body.*

**Lintel:** a horizontal architectural member supporting the weight above an opening, as a window or a door.

**Mass:** The physical size and bulk of a structure.

**Mural:** A painting or other form of artwork applied directly to a wall's surface.

**Mullion:** A mullion is a heavy vertical or horizontal member between adjoining window units.

**Muntin:** A strip separating panes of glass in a sash.

**Scupper:** Drain spouts, often decorative, protruding through the roof parapet.

**Parapet:** An exterior wall extending above the roofline.

**Porch:** A roofed space outside the main walls of a building at street or first floor level.

**Portal:** Entranceway, doorway, entry.

**Portico:** A structure consisting of a roof supported by columns or piers, usually attached to a building entry.

**Proportion:** The harmonious relation of parts to each other or to the whole.

**Publicly Visible:** A site, building, structure, object, or any part thereof, that is visible from a public street or other area to which the public has legal access.

**Pueblo Style:** Stucco walls with rounded parapets, usually with flat roofs and vigas extending through the exterior.

**Rental Business:** Four or more structures under the same ownership.

**Residence:** A structure legally occupied only for living.

**Structure:** A fixed, functional construction made for purposes other than providing shelter. Examples include, but are not limited to walls, fences, bridges, towers, dams, roadways, railroads, fortifications, mounds, earthworks, pools, gazebos, and bandstands.

**Territorial Southwest Style:** Stucco walls with square parapets, brick coping around the top, and Victorian-style window moldings. The portal usually has square beam supports rather than viga supports.

**Vigas:** Logs used for ceiling support or appearing as ceiling support. A rafter or roof-beam, especially a trimmed and peeled tree trunk whose end projects to and beyond the exterior plane of an adobe or stucco wall.